



## ADVISORY NOTICE

No. 10-005

**SUBJECT:** Reserve Vehicle Licensure

**ISSUED:** July 15, 2010

The Division of EMS has recently encountered some confusion regarding the nature of vehicles licensed with a Reserve status. This Advisory Notice is intended to clarify the intent and application of the *Rules and Regulations Relating to Emergency Medical Services [R-23-4.1-EMS]* with respect to this subject. This Advisory addresses two types of reserve vehicle status:

- **Reserve-Only Vehicles:** Vehicles that are licensed strictly as reserve vehicles, meaning they are not in service at all (for EMS) except when taking the place of a fully-licensed front-line vehicle that has been temporarily removed from service (i.e., for repairs or similar purposes.)
- **Vehicles with Reserve License Class:** Front-line vehicles that normally operate under a given license class (for example, C-2) but also have a secondary (reserve) license class (usually a higher level) that they may operate under to temporarily replace another fully-licensed vehicle of the same class.

The Division of EMS should be notified via email ([ems@health.ri.gov](mailto:ems@health.ri.gov)) when a reserve vehicle is placed in service, including the license number or call sign of the vehicle being removed from service, and notified again when the primary vehicle returns to service.

### Utilizing Reserve-Only Vehicles

An ambulance (transporting or non-transporting) may be licensed as a "Reserve-Only" vehicle. This allows an Ambulance Service to maintain a vehicle (or vehicles) immediately available to take the place of front-line vehicles temporarily removed from service. Such Reserve-Only vehicles are inspected for compliance with basic requirements such as DOT registration/ inspection and KKK compliance, but not the full complement of equipment, supplies, and medications as would be required of fully-licensed vehicles.

The intended purpose of Reserve-Only vehicles is not to have an additional piece of apparatus available for service, but as a replacement for primary vehicles when they go out of service. An Ambulance Service may NOT have more EMS vehicles in service than it holds primary licenses for.

*EXAMPLE: Anchor Ambulance has five ambulances/rescues with full licenses and two reserve ambulances. When one of the primary (fully-licensed) vehicles is taken out of service because of an accident, one of the reserve vehicles may be placed in service to take its place. However, Anchor Ambulance may not have more than five ambulances in service at any given point in time (i.e., the service cannot place a one of its reserves in service as a sixth vehicle for a special event.)*

When placing a reserve vehicle in service to replace a front-line unit, all required equipment, supplies, and medications not already present on the reserve vehicle must be transferred to it from the vehicle being removed from service.

### Secondary (Reserve) License Class

Some front-line vehicles may have a secondary (reserve) license class. For example, a vehicle may be licensed as A-2 with a reserve class of A-1A. This means that if an A-1A vehicle goes out for repairs, its ALS equipment,

supplies, and medications may be transferred to the A-2 vehicle and the A-2 can run as an A-1A until the normal vehicle returns to service. However, just as described above, the service may not have more A-1A vehicles in service than it holds primary licenses for.

*EXAMPLE: Anchor Ambulance has four ALS ambulances licensed as A-1A and two BLS ambulances licensed as A-2 with a reserve class of A-1A. If one of the ALS (A-1A) vehicles goes out of service for maintenance, its ALS equipment, supplies, and medication can be transferred to one of the BLS ambulances and the BLS vehicle can be used under its secondary (reserve) A-1A license until the regular A-1A returns to service. On the other hand, if Anchor Ambulance finds they need an extra ALS vehicle on a particular day, they may NOT place surplus ALS equipment on one of the BLS vehicles and run it as a fifth ALS unit based on its secondary (reserve) license class.*

### **Re-Licensing of Reserve Vehicles**

An Ambulance Service wishing to change a vehicle's license class or re-license a reserve vehicle as a primary vehicle will need to complete a new Ambulance Vehicle License application and submit it to the Division of EMS along with a copy of the vehicle registration and payment (if applicable.) The service will also need to schedule a complete inspection with the Field Technician before the vehicle can be put into service as a primary vehicle.

### **Additional Information**

For additional information, please contact the Division of EMS at (401) 222-2401 or email Marisa Saccoccio, EMS Field Technician, at [marisa.saccoccio@health.ri.gov](mailto:marisa.saccoccio@health.ri.gov).